Habitat for Humanity International is seeking the services of a consultant to provide expert support to our disaster response and risk mitigation (DR3) initiatives in the Europe, Middle East and Africa (EMEA) region.

1. Introduction and background
Habitat for Humanity International (HFHI) is an international non-profit organization dedicated to eliminating substandard housing and homelessness worldwide and to making adequate, affordable shelter a matter of conscience and action. Since the founding in 1976, Habitat for Humanity has helped more than 29 million people meet their affordable housing needs in more than 70 countries through new home construction, rehabilitation, incremental improvements, repairs or improved market access to affordable housing. Families have also gained access to improved housing conditions as a result of our advocacy efforts, and the training in construction and financial management we provide. HFHI works through a broad network of national Habitat organizations and other strategic partners, such as corporations, financial service providers, individuals, non-governmental organizations, foundations, local governments, as well as private and third sector actors.

2. Scope of work
The consultant will be expected to carry out the following key tasks:

A. Technical oversight and backstopping for response to Albania Earthquake (30%)
   - Refine project design from rapid assessments and coordinate follow up assessments as required
   - Review proposals from potential implementing partner to inform comprehensive response design
   - Support response project manager with initial coordination and institutional arrangements with local implementing partners and key stakeholders
   - Coordinate with project manager project kick off meeting in country
   - Provide ongoing technical oversight to project activities and ongoing support to project manager in country.

B. Consolidate EMEA experience and efforts on Climate Resilience and Housing in Sub-Saharan Africa (40%)
o Lead development of position document on Climate Resilience and Housing for Sub-Saharan Africa building on and consolidating existing experience in the region.

o Liaise with consultants and technical teams engaging on these issues; support consultation and research efforts.

o Explore funding related opportunities to strengthen existing programming in Sub-Saharan Africa.

o Develop program framework to inform SSA Strategy on Climate Resilience and Recovery through Housing Strategies

o Lead coordination and preparation of regional workshop with implementing and funding NOs to inform positioning and framework.

C. Backstop and provide technical expertise to DR3 projects in Malawi in alignment with broader SSA positioning on climate resilience (25%)

o Provide technical guidance and support to multiple DR3 projects in Malawi to promote coordination and complementarity

o Liaise with AO and NO technical teams and travel to country as required.

D. Support other tasks as requested by supervisor (5%)

3. Deliverables
   • Final project Design for response to Albania earthquake
   • Monthly project activity report (Albania response)
   • SSA Climate Resilience Workshop Agenda and Workshop Report
   • Position document and program framework for EMEA on Climate Resilience for SSA
   • Monthly project activity report DR3 initiatives in selected countries

4. Timeframe
The consultant will be engaged for a period of 6 months.

5. Reporting Lines
Under the overall guidance and direct supervision of the Director of Housing and Human Settlements (HHS), the Consultant will work closely with the team of subject matter experts (SMEs) under the HHS team and coordinate with other area office and HQ teams.

6. Required competencies and experience
The successful consulting entity will have demonstrated knowledge of current Disaster Risk Reduction and Response approaches, methodologies and tools, with a focus on the shelter and housing sector

- Demonstrated project design and management skills
- Demonstrated knowledge of appropriate technologies and processes for DR3
- In-depth knowledge of Sphere and CORE Humanitarian Standards, IFRC Code of Conduct, HAP, as well as other relevant standards and codes and UN interagency processes
- Highly developed team leadership skills.
- Fluency in written and spoken English.
- Highly effective communications skills
- Excellent people management skills
- Excellent analytical, writing and presentation skills
- Strong cross-cultural sensitivity and experience working in cross-cultural, multi-national environments
- Understanding of community-based and led processes

7. Submission of Proposals
HFHI EMEA invites interested, qualified consultants that meet the above stated requirements to submit the following:

1. A brief technical proposal and CV
2. 2 contactable references for similar work done in the past;
3. A cover letter explaining briefly why you are a suitable candidate for the assignment.

Submissions should be made to: emeahr@habitat.org

Good faith statement:
All information provided by HFHI is offered in good faith. Specific items are subject to change at any time based on business circumstances. HFHI does not guarantee that any particular item is without error. HFHI will not be held responsible or liable for use of this information or for any claims asserted therefrom.

Communication and proposal submission guidelines:
Communications shall not be effective, unless a specified employee who is responsible for managing the process formally confirms these communications in writing. In no case shall verbal communication govern over written communications.

**Waiver Authority:**
HFHI reserves the right, at its sole discretion, to waive minor irregularities in submittal requirements, to request modification of the response, to accept or reject any or all responses received, and/or to cancel all or part of this ToR at any time prior to awards.

**Disclaimer:**
This ToR does not commit HFHI to award any funds, pay any costs incurred in preparing a response, or procure or contract for services or supplies. HFHI reserves the right to accept or reject any or all responses received, negotiate with all qualified Respondents, cancel or modify the ToR in part or in its entirety, or change the response guidelines, when it is in its best interest.

**Changes/Amendments to ToR:**
This ToR has been distributed electronically using HFHI’s email system. Any update and/or changes will be communicated by this process.